

*February 7, 2013.*

146

Minutes of the Chicopee Retirement Board monthly meeting held on February 7, 2013 at 2:00 p.m. in the Auditor's Conference Room.

Present: Members O'Shea, Mackechnie and Riley.

Absent: Member Boronski/rescheduling conflict due to weather conditions and Member Montcalm/sick.

Also present was Kevin Chriske from SEI Investments; and Larry Stone and Kevin O'Connor from Stone Consulting.

The Chairman called the meeting to order at 2:10 p.m.

**MANAGER PERFORMANCE REVIEW/SEI INVESTMENTS:** Kevin Chriske discussed the investments held with SEI Investments and provided a performance review through December 31, 2012. Mr. Chriske gave the board a booklet with the SEI Investments' information dated February 7, 2013. Mr. Chriske then recommended an asset allocation review at a future board meeting. He also educated the board of another strategy or fund that may enhance investment performance and help diversify risk in the portfolio. He reviewed the economic outlook and does not expect much of an inflationary environment. He reviewed the performance of the investments compared to the individual benchmarks in each asset class. He also reviewed the manager performance for the fourth quarter, as well as the performance for the 2012 calendar year. The board thanked Mr. Chriske for his presentation.

**ACTUARIAL VALUATION/STONE CONSULTING:** Larry Stone and Kevin O'Connor gave the board a booklet dated February 7, 2013 with the preliminary results of the January 1, 2012 Actuarial Valuation. At this meeting, they updated the board on the actuarial assumptions and noneconomic assumptions used in this valuation. They also reviewed the assets and liabilities of the system, as well as the funded ratio. They also provided preliminary funding schedules and information regarding the increase of the COLA base and the increase in Section 101 benefits. The board will review the information regarding the schedules and the potential increase in the COLA base and get back to Mr. Stone regarding the information. The board thanked Mr. Stone and Mr. O'Connor for their presentation.

A motion was made by Ms. Riley and seconded by Mr. Mackechnie to accept and approve the Minutes of the previous monthly meeting held on January 10, 2013. These minutes will be placed on file. **ALL IN FAVOR**

A motion was made by Mr. Mackechnie and seconded by Ms. Riley to accept and approve the executive session minutes of the previous meeting held on January 10, 2013. These minutes will be placed on file. **ALL IN FAVOR**

A motion was made by Ms. Riley and seconded by Mr. Mackechnie to concur with the payment of warrant 2 and approve monthly expense warrant 3. **ALL IN FAVOR**

**The following people applied for membership in the system according to statute:**

John Miasecki – School Department

Michael Grunwald – School Department

Denise G. Moreau – IT Department

William M. Powell – Police Department

John Grimaldi – IT Department

Peter Rollend – School Department

Adam T. Rooney – School Department

These members meet the membership requirements of the system. A motion was made by Mr. Mackechnie and seconded by Ms. Riley to approve membership. ALL IN FAVOR

**INVESTMENTS-PERFORMANCE REVIEW:** SEI Investments and PRIM provided the board with the monthly report of their Investment Performance as of December 31, 2012.

**SCHEDULE OF BOARD MEETINGS:** The Retirement Board Meetings are normally held on the second Thursday of every month except for the following rescheduled meeting: 07/11/13 to 07/18/13. Any further changes will be updated monthly.

**LEGAL MATTERS:** We received the Division of Administrative Law Appeals' (DALA) decision regarding Raymond Kasak's appeal. Mr. Kasak filed objections to DALA's decision. Attorney Sacco will continue to represent the board in this matter.

**LEGAL MATTERS:** We received the Division of Administrative Law Appeals' (DALA) decision regarding Robert Potvin's appeal. Attorney Sacco represented the board in this matter. We have also received correspondence from Mr. Potvin requesting a refund of his deductions and interest due to the outcome of the DALA decision. Mr. Potvin also stated that he is not objecting the DALA decision. A motion was made by Mr. Mackechnie and seconded by Ms. Riley to process Mr. Potvin's refund according to statute provisions. ALL IN FAVOR

**The following person made a request for a refund according to statute:**

James Duncan, Water Department

This refund request was prepared for board approval after the refund requirements according to statute were reviewed. A motion was made by Ms. Riley and seconded by Mr. Mackechnie to approve this refund request. ALL IN FAVOR

**The following transfer to another system request was received according to statute:**

Diane Ramsay – Library Department

This transfer to another system request was prepared for board approval after the requirements according to statute were reviewed. A motion was made by Mr. Mackechnie and seconded by Ms. Riley to approve this transfer to another system request. ALL IN FAVOR

**The following people made a request for a retirement allowance according to statute:**

Cheryl Goss, School Department

Frank Valley, DPW-Engineering

Denis Vermette, Housing Authority

David Farrington, Golf Course

Roger Raymond, School Department

After discussion and reviewing the statutory provisions for these retirement requests, a motion was made by Ms. Riley and seconded by Mr. Mackechnie to approve these requests for retirement. ALL IN FAVOR

A motion was made by Ms. Riley and seconded by Mr. Mackechnie to go into Executive Session as per M.G.L Chapter 30A Section 21 for the purpose of discussing the physical condition of one individual. The board will then reconvene in open session. A roll call vote was taken as follows: Mr. Mackechnie, "yes", Ms. Riley, "yes" and Mr. O'Shea, "yes".

At 4:33 p.m. the meeting went into executive session. The board will reconvene in open session after the executive session.

At 4:40 p.m. the board reconvened in open session.

The following person made a request for a disability retirement allowance according to statute:

Christobal Rodriguez, Jr. – School Department

After discussion and reviewing the reports and the statutory provisions for this retirement request, a motion was made by Mr. Mackechnie and seconded by Ms. Riley to accept this application. ALL IN FAVOR

PERAC's approval of an accidental disability retirement allowance was received for the following person according to statute:

Joshua Thomas – Sanitation Department

The following superannuation retirement allowance calculations were prepared for approval according to statute:

Carolyn Labonte, School Department

Elizabeth Wheeler, School Department

Stanley Kulig, DPW-Administration

Patricia Bernier, School Lunch Department

A motion was made by Mr. Mackechnie and seconded by Ms. Riley to approve the superannuation retirement allowance calculations of these retirees. ALL IN FAVOR

**PERAC SEMINAR:** PERAC will be holding a seminar on "Reviewing Vendor Disclosures and the Competitive Process" at the Springfield Retirement Board on March 20, 2013. A motion was made by Ms. Riley and seconded by Mr. Mackechnie to approve the estimated expenses of \$20.00 to send 4 people to this PERAC seminar. ALL IN FAVOR

#### PERAC MEMOS

4. Buyback and Make-up Repayment Worksheets Using Buyback Interest
5. Chapter 176 of the Acts of 2011, A&F Study
6. Preparation of the Annual Statement Classes
7. Follow up to PERAC Memorandum #4-2013
8. On-Line Training For Educational Credit

February 7, 2013

149

9. 2013 Interest Rate set at 0.1%
10. Actuarial Data
11. Procurement Certification

These memos were reviewed and placed on file.

**REPORTS AND NOTICES:**

- o Checking Account Reconciliation Report for the month of December
- o Trial Balance Report for the month of November
- o PRIM Correspondence – PRIM Hires Senior Investment Officer – Director of Private Equity
- o PERAC Pension Newsflash – January 11, 2013 and January 15, 2013

These reports were reviewed and placed on file.

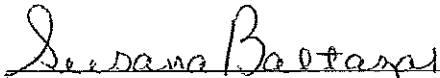
The Executive Director left the meeting at this point.

**PERSONNEL SALARIES:** The results of the wage study were received. Upon review of the data and after discussion, a motion was made by Ms. Riley and seconded by Mr. Mackechnie to adjust the salary of the Executive Director as of January 1, 2013 based on the results of the study. **ALL IN FAVOR**

**NEW BUSINESS:** None

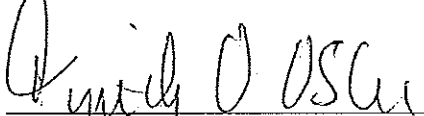
The next monthly meeting of the Board will be held on Thursday, March 14, 2013 at 1:00 p.m.

A motion was made by Ms. Riley and seconded by Mr. Mackechnie to adjourn the meeting at 4:50 p.m. **ALL IN FAVOR**




Susana Baltazar, Executive Director

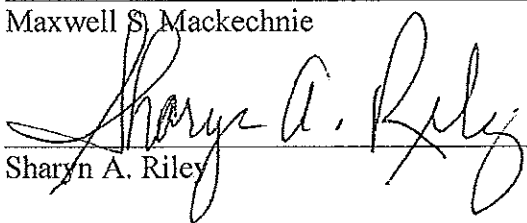
**APPROVED: BOARD OF RETIREMENT**



Timothy O. O'Shea



Maxwell S. Mackechnie



Sharyn A. Riley